

Event timetable (exhibition)

Build up

BUILD-UP	SCHEDULE	HALL OPENING HOURS
Saturday 25 November 2017	Construction of Basic package / space only stands	08:00 - 21:00
Sunday 26 November 2017	Continuation of construction of Basic package /space only stands	08:00 - 21:00
Monday 27 November 2017	Continuation of stand construction and dressing of all stands	08:00 - 18:00
	Full package stand dressing	10:00 – 18:00

Note:

- Stands must be completed and excess products and materials must be removed from all halls no later than 17:30 on Monday 25 November – please allow time to load and unload vehicles.
- During build up and breakdown, contractors and exhibitors are required to wear build up/breakdown passes and Personal Protective Equipment at all times and to comply with the Health and Safety regulations of the venue.
- In order to receive build up / break down badges from RAI please register here: http://www.raisecurity.com/exhibition_organisers/en/88/windeurope2017/

Exhibition open period

EVENT DAYS	OPENING HOURS (FOR EXHIBITION VISITORS)	HALL OPENING HOURS
Tuesday 28 November 2017	09:00 - 18:30	08:00 – 20:00* Official stand parties: 16:00 – 18:30 Opening reception: 17:30 – 19:30 (exhibition halls)
Wednesday 29 November 2017	09:00 - 18:30	08:00 - 19:00** Official stand parties: 16:00 – 18:30
Thursday 30 November 2017	09:00 – 17:00	08:00 – 22:00

IMPORTANT: For safety reasons, breakdown cannot start before the official end of the show and until all visitors have left the hall.

* The opening reception will take place in the exhibition halls. Stands do not need to be staffed after 18:30.

** Official stand parties will take place in the exhibition halls. Stands do not need to be staffed after 18:30.

Breakdown

BREAKDOWN	SCHEDULE	HALL OPENING HOURS
Thursday 30 November 2017	Power cut in the exhibition halls	17:00
	Removal of Full package stands	18:30 – 22:00
	Commence dismantling of all Basic package stands	
Friday 1 December 2017	Basic package stands	08:00 - 20:00
	Collection of exhibits and stand-fittings only. No access for Full package stands	
Saturday 2 December 2017	Space – only stands	08:00 - 18:00
	Collection of exhibits and stand-fittings only.	
	No access for Full package stands	

Breakdown instructions:

- Stand constructors will not be allowed into the exhibition halls before 18:30 Thursday 30 November, 2017.
- During build-up and breakdown, contractors and exhibitors are required to wear build-up/breakdown passes and Personal Protective Equipment at all times and to comply with the Health and Safety regulations of the venue.
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ALL EXHIBITS AND STAND EQUIPMENT MUST BE REMOVED FROM THE HALLS BY 18:00 ON SATURDAY 2 DECEMBER 2017. ANY REMAINING ITEMS WILL BE REMOVED AS WASTE AT THE EXHIBITOR'S EXPENSE.